

Table of Contents

Introduction to the FASP Reference Guide	i
The Role of the FASP in Supporting Child Welfare Outcomes.....	i
Purpose of the FASP Reference Guide	i
Who Should Use This Guide	ii
How to Use This Guide.....	ii
Module 1: CONNECTIONS Fundamentals	1-1
Introduction and Rationale.....	1-2
CONNECTIONS Stages	1-2
Types of Family Services Stages (FSS)	1-3
Child Case Record (CCR)	1-4
Shared Case Record.....	1-4
Case Roles in CONNECTIONS	1-4
<i>Definition of CONNECTIONS Roles</i>	1-5
Appendix	1-9
1A: CONNECTIONS Stages.....	1-9
1B: CONNECTIONS Roles and Responsibilities	1-10
Module 2: The FASP	2-1
Introduction and Rationale.....	2-2
Purposes of the FASP	2-2
When is the FASP Completed?	2-3
<i>Case Initiation Date (CID).....</i>	2-3
<i>FASP Types and Time Frames.....</i>	2-4
<i>FASP Statuses</i>	2-5
Who Completes the FASP?.....	2-6
Components of the FASP	2-6
Customization of the FASP.....	2-7
Module 3: Person List Window and Tracked Children Detail.....	3-1
Introduction and Rationale.....	3-2
Person List Window.....	3-3
Tracked Children Detail Window.....	3-4
<i>Tracked Children Detail</i>	3-5
Frequently Asked Questions.....	3-5
Appendix	3-10
3A: <i>Definitions and Identifying Criteria</i>	3-10
3B: <i>Program Choices.....</i>	3-12
3C: <i>Permanency Planning Goals</i>	3-14

Module 4: Family Update.....	4-1
Introduction and Rationale.....	4-2
Family Update Window: Original Reason for Case Opening Tab.....	4-3
Family Update Window: Family Background Tab	4-5
Family Update Window: Case Update Tab	4-8
Case Planner Summary Function.....	4-10
Case Update Tab	4-11
Family Update Window: FASP Legal Activity Tab.....	4-13
Module 5: Safety Assessment	5-1
Introduction and Rationale.....	5-2
Which Safety Assessment Is Completed?	5-2
CPS-Protective Safety Assessment.....	5-3
<i>Completing a CPS-Protective Safety Assessment.....</i>	5-3
<i>Determining the Focus of the CPS-Protective Safety Assessment.....</i>	5-4
<i>Documenting the Safety Assessment</i>	5-5
<i>Continuing to Reassess and Document Safety.....</i>	5-5
Completing the Safety Assessment Window	5-6
<i>Safety Assessment Window: Safety Factors Tab.....</i>	5-7
<i>Safety Assessment Window: Safety Decision Tab.....</i>	5-11
<i>Safety Assessment Window: Parent/Caretaker Actions/Safety Plan Tab</i>	5-15
<i>Safety Assessment Window: Controlling Interventions/Safety Plan Tab</i>	5-18
The Non-CPS Safety Assessment.....	5-21
<i>Completing a Non-CPS Safety Assessment?</i>	5-21
<i>Determining the Focus of the Safety Assessment.....</i>	5-21
<i>Documenting the Safety Assessment</i>	5-22
<i>Continuing to Reassess and Document Safety.....</i>	5-23
Safety Assessment (Non-Protective) Window.....	5-24
<i>Completing the Safety Assessment (Non-Protective) Window.....</i>	5-24
Frequently Asked Questions.....	5-26
Appendix	5-27
<i>5A: Safety Factor Checklist.....</i>	5-27
<i>5B: Expanded Safety Factors</i>	5-29
<i>5C: Controlling Interventions Checklist</i>	5-35
<i>5D: Non-CPS Safety Issues and Concerns.....</i>	5-36
Module 6: Risk Assessment	6-1
Introduction and Rationale.....	6-2
Risk Assessment Profile (RAP) for CPS-Protective Cases	6-3
<i>When is the RAP Completed?</i>	6-3
<i>Who Completes the RAP?</i>	6-4
Initial FASP Risk Assessment Profile Window	6-5
<i>What is a Final Risk Rating?</i>	6-6
Risk Assessment Profile (Comprehensive/Reassessment) Window	6-8
<i>Elevated Risk Elements Window</i>	6-10

<i>Mapped Risk Window</i>	6-11
Risk Assessment for Non-CPS Cases	6-12
<i>Risk Assessment (Non-CPS) Window</i>	6-13
<i>When Do I Complete the Non-CPS Risk Assessment?</i>	6-14
<i>Who Completes the Non-CPS Risk Assessment?</i>	6-14
Frequently Asked Questions.....	6-15
Appendix	6-16
6A: <i>RAP Definitions</i>	6-16
6B: <i>Common Mistakes in Completing the RAP</i>	6-17
6C: <i>RAP Concepts and Risk Element Definitions</i>	6-20
6D: <i>Brief Examples for Risk Element Definitions</i>	6-30
6E: <i>Calculation Scores for Each Risk Element</i>	6-39
6F: <i>RAP Responses Carried Over from Embedded Risk Scales</i>	6-41
6G: <i>Initial Non-Protective Risk Assessment</i>	6-42
Module 7: Strengths, Needs, and Risks	7-1
Introduction and Rationale.....	7-2
SNR Scales Structure and Customization	7-2
Local District Options for Completion of the SNR Scales	7-2
Family Functioning Scales.....	7-3
Child Scales	7-4
Parent/Caretaker Scales	7-4
<i>SNR Scales Screens</i>	7-6
Frequently Asked Questions.....	7-8
Module 8: Foster Care Issues	8-1
Introduction and Rationale.....	8-3
Foster Care Issues: Appropriateness of Placement Window	8-5
<i>Activities Prior to Placement</i>	8-5
<i>Location of Child</i>	8-7
<i>Continuity of Environment</i>	8-10
<i>Continuity of Culture for American Indian Children</i>	8-13
Foster Care Issues: Adjustment and Functioning Window.....	8-15
<i>Adjustment in Foster Care</i>	8-15
<i>Safety in Foster Care</i>	8-19
Foster Care Issues: Permanency Progress/Concurrent Planning Window.....	8-24
<i>Progress Toward Permanency</i>	8-27
<i>TPR Petition</i>	8-29
<i>Parent Location</i>	8-32
<i>Alternative Permanency Resources (for a non-freed child)</i>	8-35
<i>Alternative Permanency Resources (for a child freed for adoption)</i>	8-37
<i>Concurrent Planning Discussion with Parents</i>	8-39
<i>Concurrent Planning Discussion with Foster Parents</i>	8-41
<i>Adoption Discussion</i>	8-43
<i>Adoption Readiness</i>	8-45
<i>Legal Status</i>	8-50

<i>Placement Status(Freed Child)</i>	8-52
<i>Barriers to Finalization of Adoption</i>	8-54
<i>Consent to Adoption (Freed Child)</i>	8-56
<i>Resource Connection</i>	8-58
<i>Readiness for Adult Residential Care</i>	8-60
Foster Care Issues: Life Skills Assessment Window.....	8-62
Foster Care Issues: Visitation	8-64
<i>Visiting Plan Review</i>	8-65
<i>Visiting Plan</i>	8-67
<i>No Visiting Plan</i>	8-70
Foster Care Issues: Discharges.....	8-71
Foster Care Issues: Discharge to Home/Relative/Other Caretaker Window	8-73
<i>Situations/Behaviors/Concerns</i>	8-74
<i>Decision Support</i>	8-76
<i>Needs/Resources</i>	8-77
Foster Care Issues: Discharge to Independent Living Window	8-79
<i>Discharge Type/Dates</i>	8-80
<i>Needs/Resources</i>	8-81
<i>Safety/Services</i>	8-83
Foster Care Issues: Discharge to Adult Residential Care Window.....	8-85
Foster Care Issues: Discharge to Adoption Window (Freed Child)	8-86
Frequently Asked Questions.....	8-88
Appendix	8-95
<i>8A: Permanency Progress Windows to Complete</i>	8-95
Module 9: Non-LDSS Custody-Relative/Resource Placement	9-1
Introduction & Rationale	9-2
Non-LDSS Custody-Relative/Resource Placement Connections Window	9-4
<i>Non-LDSS Custody: Appropriateness of Alternative Setting</i>	9-4
<i>Non-LDSS Custody: Placement Functioning</i>	9-6
<i>Non-LDSS Custody: Permanency Progress</i>	9-13
<i>Non-LDSS Custody: Record Return Home</i>	9-15
Frequently Asked Questions.....	9-17
Module 10: Family Assessment Analysis	10-1
Introduction and Rationale	10-2
Purpose of Family Assessment Analysis and its Relationship to Other Parts of the FASP10-2 <i>Collaboration in Developing the Family Assessment Analysis</i>	10-3
Family Assessment Analysis Window.....	10-4
<i>Family Assessment Analysis: Family View Tab</i>	10-4
<i>Family Assessment Analysis: Behaviors/Contributing Factors Tab</i>	10-6
<i>Family Assessment Analysis: Strengths Tab</i>	10-9
Appendix	10-11
<i>10A: Prompts for Learning about Needs and Underlying Conditions</i>	10-11
<i>10B: Categories of Strengths</i>	10-12

Module 11: Service Plan.....	11-1
Introduction and Rationale.....	11-2
Service Plan Window.....	11-3
<i>Service Plan Window: Outcome and Activity Index.....</i>	11-3
Service Plan: Outcome and Activity Window (Block/Problem Statements)	11-5
<i>Service Plan: Outcome and Activity Window (Block/Outcome Statements)</i>	11-7
<i>Service Plan: Outcome and Activity Window (Block/Strengths).....</i>	11-9
<i>Service Plan: Outcome and Activity Window (Block/Activities).....</i>	11-11
<i>Service Plan: Services Needed Window.....</i>	11-13
<i>Service Plan: Family Involvement Window.....</i>	11-14
Appendix	11-15
<i>11A: A Checklist for Evaluating the Family Service Plan.....</i>	11-15
Module 12: Programmatic Eligibility.....	12-1
Introduction and Rationale.....	12-2
Completing the Programmatic Eligibility Window	12-2
<i>Who Completes the Programmatic Eligibility Window?</i>	12-3
Programmatic Eligibility Window.....	12-4
<i>Programmatic Eligibility Window: Placement Tab</i>	12-4
<i>Programmatic Eligibility Window: Preventive Tab (Mandated Preventive Services)12-6</i>	12-6
<i>Finding Your Way around the Preventive Tab.....</i>	12-7
<i>Programmatic Eligibility Standards for Mandated Preventive Services.....</i>	12-7
<i>Recertification of Mandated Preventive Services</i>	12-9
Module 13: Service Plan Review.....	13-1
Introduction and Rationale.....	13-2
Service Plan Review Details Window	13-3
<i>Service Plan Review Details Window: Invitees Window.....</i>	13-4
<i>Service Plan Review Details Window: SPR Scheduling Window</i>	13-5
<i>Service Plan Review Details Window: SPR Summary Window.....</i>	13-6
<i>Service Plan Review Details Window: Third Party Reviewer Window.....</i>	13-8